

BROOKINGS COUNTY COMMISSION MEETING

Tuesday, March 24, 2015

The Brookings County Board of County Commissioners met in regular session on Tuesday, March 24, 2015 with the following members present: Tom Yseth, Ryan Krogman, Larry Jensen, Stephne Miller and Lee Ann Pierce.

CALL TO ORDER

Chairperson Yseth called the meeting to order.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

APPROVAL OF AGENDA

The agenda for the March 24, 2015 Commission Meeting was approved without objection.

CONSENT AGENDA

The consent agenda was approved without objection from the board. The consent agenda consisted of the minutes from the March 10, 2015 Commission Meeting.

Travel & Education Requests: Commissioners and Department Heads to attend the Chamber's Post-Legislative Luncheon and Brookings Intergovernmental Conference, March 25th in Brookings; Darren DeJong, Anita Klitzke, Martha Giegling, Andrew Erickson, Greg Enz and Gavin Wright to attend Jail Operations Training, March 19th-20th in Watertown; James Sampson to attend the ESRI National GIS Conference, July 19th-24th in San Diego, CA.

Personnel Action Notices: routine step increase-Chris Lilla to \$24.35 effective, April 1, 2015; routine step increase-Randy Ribstein to \$22.81, effective March 1, 2015; new hire as Finance Assistant II, Jenna Peterson at \$16.73, effective March 9, 2015; resignation-Meghan Thoreau, effective March 10, 2015. Be it noted, the board approved a Report of Personnel Action for Meghan Thoreau.

Human Services Report: case #15-024 for Brookings Municipal Utilities was approved; case #15-027 for rent was approved; case #15-028 for Avera McKennan was denied; case #15-029 for Otter Tail Power was approved.

ROUTINE BUSINESS

Approval of Claims

Motion by Miller, seconded by Pierce to approve the following claims. Motion carried.

A&B Business Inc, Copier Contract/IT Fees, \$280.17; A&B Business Inc, Maintenance Contract, \$45.82; A&B Business Inc, Copier Contract, \$49.86; AgFirst Farmers Coop, LP For Crack Machine, \$14.15; Allegra Print & Imaging, Binding of Township Maps, \$8.00; ASSN of SD County Weed & Pest, Annual Membership Dues, \$150.00; Avera Medical Group, Prisoner Medical, \$452.27; Banner Associates,

Professional Services, \$14,551.06; Bauer, Tim, Mileage, \$8.14; Benjamin L. Kleinjan, CAA, \$90.00; Benjamin L. Kleinjan, CAA, \$319.50; Boyer Trucks, Motor, \$94.42; Brock White Company, Plexi Melt Road Rubber, \$10,160.00; Brookings Auto Mall Inc, Guard Package, \$100.00; Brookings City Utilities, Phone Service, \$1,185.88; Brookings City Utilities, Utilities, \$2,726.38; Brookings City Utilities, Swiftel Monthly Service, \$281.65; Brookings City Utilities, Swiftel Phone Service, \$732.01; Brookings City Utilities, Commercial Utilities, \$1,898.40; Brookings City Utilities, COP Utilities, \$201.08; Brookings City Utilities, COP Utilities, \$81.97; Brookings County Finance, Delinquent Taxes, \$748.60; Brookings Engraving, Nameplates, \$19.50; Brookings Health System, ER Sexual Assault Investigation, \$459.00; Brookings Health System, Prisoner Medical, \$965.19; Brookings Health System, February Blood Testing, \$3,504.00; Brookings Public Library, 1st Quarter 2015, \$4,375.00; Brookings Register, Call For Bids, \$12.39; Brookings Register, Legals, \$69.70; Brookings Register, Commission Minutes, Bids, \$958.47; Brookings Register, Subscription, \$129.06; Carquest Auto, Floor Dry, \$56.94; CDW Government Inc, IT Hardware, Mouse Pads, \$312.83; CDW Government Inc, IT Hardware, \$255.26; CDW Government Inc, IT Hardware, \$39.68; CDW Government Inc, IT Hardware, \$331.21; Central Business Supply, Ink Cartridges, Folders, Mats, \$593.16; Central Business Supply, Office Supplies, \$134.53; Central Business Supply, Office Supplies, \$366.77; Central Business Supply, Office Supplies, Binder Insert, \$40.85; Central Business Supply, Paper, Ink Cartridge, Supplies, \$595.10; Century Business Products, Copier Maintenance, \$230.62; Century Business Products, Copier Supplies, Maintenance, \$50.01; Century Business Products, Copier Maintenance, \$43.56; Century Business Products, Kyocera Overage, \$106.70; City Of Brookings Landfill, Tire Disposal, \$22.00; Clites Electric Inc, Install Lights Sheriff Basement, \$934.49; Collison, Jeanne, Inv MI Hearing, \$15.00; Cooks Wastepaper & Recycling, Commercial Service, \$175.78; Cooks Wastepaper & Recycling, March Service, \$225.46; Cooks Wastepaper & Recycling, Garbage Service, \$131.58; Cooks Wastepaper & Recycling, March 2015 Service, \$114.64; Courtesy Plumbing Inc, Jail Lobby Repairs, \$208.71; Cowlitz County Sheriff's Office, Service Of Notice, \$30.00; Credit Collections Bureau, CCBureau, \$938.87; Dakota Oil, Hydraulic Fluid, \$1,951.20; Davenport Group, Inc, Dell Monitors, \$495.00; Davenport Group, Inc, Computers, \$1,130.00; Den-Wil Inc, Rent-Community Health, \$835.00; Dupraz, Andy, Mileage, \$7.40; Election Systems & Software, Hardware & Firmware Maintenance, \$2,407.50; Everist, L.G. Inc, Icing Sand, \$638.48; First Bank & Trust, Fuel, Accessories, Postage, PMD, \$1,149.29; Fite, Pierce & Ronning Law, CAA, \$100.00; Fite, Pierce & Ronning Law, CAA, \$802.00; Fite, Pierce & Ronning Law, CAA, \$1,198.00; Fite, Pierce & Ronning Law, CAA, \$1,513.80; Fite, Pierce & Ronning Law, CAA, \$652.50; Foerster Office & Supply, Janitorial Supplies, \$818.15; Ford, Deb, Mileage, \$14.80; Forrest Holdings Inc, Tax Certificate, \$285.45; Forrest Holdings Inc, Tax Certificate, \$1,488.18; Forrest Holdings Inc, Tax Certificate, \$396.01; Hillyard/Sioux Falls, Vacuum Bags, \$19.40; Homestead Do-It Center, White Paint, \$149.99; Hungerford Chiropractic PC, Drug Testing, \$60.00; Hy-Vee Food Store, MSHA Training Refreshments, \$76.30; Hy-Vee Food Store, Jury Meals, \$20.75; Hy-Vee Food Store, Meeting Refreshments, \$14.66; Ina Group LLC, Tax Certificate, \$1,138.65; Ina Group LLC, Tax Certificate, \$1,800.55; JCL Solutions, Cleaning Supplies, \$147.51; Johnson Feed Inc, Road Salt, \$1,764.32; Katterhagen, Mark, Inv MI Hearing, \$22.50; Keltek, Sheriff Vehicle Equipment, \$974.46; L&L Auto & Truck Parts, Vehicle Parts, \$435.10; L&L Auto & Truck Parts, Vehicle Set Up Supplies, \$187.11; Lewis & Clark Behavioral Health, BMI Hearings, \$800.00; Lewno, Lucy, Inv MI Hearing, \$473.97; Light & Siren, Mini Light Bar, \$355.94; Locators & Supplies, Safety Clothing, \$34.76; Lowe's, Supplies, \$79.68; Macksteel, Steel For Bridge Repair, \$1,487.76; Marco, Archive Drives, \$333.00; Martin's Inc, Oil, Diesel, \$1,653.20; Mckeever's Vending, Inmate Commissary, \$275.56; Mediacom LLC, Law Library Internet, \$83.40; Mid-American Research Chem, Cleaning Supplies, \$404.71; Midstates Equipment & Supply, Right Pointe Crack Rubber, \$23,821.20; Minnehaha County JDC, JDC, \$990.00; Mobile Electronic Service, Set Up Supplies Sheriff Vehicle, \$108.69; Moser, Misty, Work Boots, \$79.50; Nancy J Nelson, CAA, \$628.20; National Sheriff's Association, Membership Dues, \$109.00; New Pig Corporation, Haz Mat Supplies, \$6,288.60; Nielsen's, Set Up Supplies For Vehicle, \$9.53; Northern Truck Equipment, Troubleshoot Truck, \$211.20; Northwestern Energy, Natural Gas, \$669.99; Northwestern Energy, Truck/Highway/Weed Ntrl Gas, \$1,409.87; Northwestern

Energy, Natural Gas, \$2,926.15; Office Peeps Inc, Labels, \$16.98; Office Peeps Inc, Office Supplies, \$478.18; Office Peeps Inc, Binders, \$27.00; Olson, Steve, Mileage, \$14.80; Outdoor Adventure Center, OAC Usage Jan/Feb 2015, \$3,507.00; Outlaw Graphics, Banners, \$108.00; Parmely, Ronny, Mileage, \$7.40; Patricia J Hartsel, Transcripts, \$4.00; Transcripts, \$6.40; Transcripts, \$47.60; Transcripts, \$61.20; Transcripts, \$54.40; Transcripts, \$163.20; Transcripts, \$47.60; Transcripts, \$122.40; Transcripts, \$30.60; Transcripts, \$7.20; Transcripts, \$5.60; Pickard, Jennifer, Mileage, \$8.14; Pollard & Larson, LLP, CAA Inv MI, \$213.00; Postmaster, Postage Stamps, \$98.00; Razor's Edge Lawncare, Snow Removal, \$1,123.60; RDO Equipment Co, Fuel Conditioner, \$375.00; Reh fuss, Cathy, Inv MI Hearing, \$15.00; Reliance Telephone, Inmate Phone Cards, \$2,000.00; RFD, Subscriptions, \$140.24; Richard-Ewing Equip Inc, Dryer Repairs, \$287.00; Running's Supply Inc, Shop/Vehicle Supplies, \$230.71; Running's Supply Inc, Game Cameras, \$199.82; Schuneman Equipment Co, Hydraulic Parts, \$42.40; SD Attorney General's Office, 24/7, Scram 2/20-2/28, \$978.00; SD Attorney General's Office, 24/7 Participation 2/20 -2/28, \$70.00; SD Attorney General's Office, 24/7 Participation 2/1-2/19, \$196.00; SD Attorney General's Office, 24/7, Scram 2/1-2/19, \$2,310.00; SD Dept of Labor, Sheriff Trust, \$103.57; SD Public Assurance Alliance, Auto Damage Coverage, \$487.51; SD SHRM, Registration, \$209.00; SDAAO, Registrations, \$625.00; SDACO, Feb 2015 ROD Relief Fund, \$664.00; SDSU Workstudy, Workstudy Salaries, \$206.35; Sinai City, Utilities, \$64.00; Sioux Falls Two Way Radio, Maint. Contract, Repeaters, \$385.00; Sioux Falls Two Way Radio, Vehicle Set Up Supplies, \$49.97; Speedy Cleaners, Rugs, \$59.80; Speedy Cleaners, Rug Rental, \$35.80; Steven Ust, Inspections, \$700.00; Sturdevant's Auto Parts, Vehicle Set Up Supplies, \$11.90; Sturdevant's Auto Parts, Paint, Supplies, \$55.44; Subway, Hazmat Exercise Meals, \$102.15; Swanda, Karen, Inv MI Hearings, \$52.50; Swiftel Center, March 15 Facility Maintenance, \$1,577.00; Terry D Wieczorek PC, CAA, \$353.38; The King Corporation, Security Tracks Maintenance, \$175.00; Thomson Reuters - West, Law Library West Info Charges, \$1,299.20; Vandenberg Law, CAA, \$157.50; Verizon Wireless, Deputy Wireless For Vehicles, \$280.07; VS/ADRDL, Rabies Testing, \$70.35; Walburg, Duane, Animal Control Mileage, \$18.00; Walmart Community, Office Supplies, \$44.88; Wheelco Truck & Trailer, Parts, \$415.25; WW Tire Service Inc, Tires, \$705.46; Yankton County Sheriff, Service of Process, \$50.00; Zuercher Technologies LLC, 1 Year Support/Maintenance, \$10,904.00;

Department Head Reports

Jail Administrator Bart Sweebe presented the 2014 year-end report for the jail. He said they are seeing more felony sentences come to the county instead of going to the penitentiary. Sweebe said they are also seeing more juvenile traffic. He said involuntary mental health commitments were up slightly and involuntary alcohol and drug commitments doubled.

Sweebe said revenue from the 24/7 Program stayed about the same. However, he said there was an increase in participants this year, up from 134 to 155. Sweebe said 99.48% of the participants were in compliance, with 147 of them being 100% compliant. He said there were 101 violations of the program. Sweebe said they had 50 participants use the SCRAM bracelets. Sweebe said they installed the first interlock device this week as well. Miller commended the department for being so progressive and using all of the devices that are available.

County Development Director Robert Hill discussed the FEMA tabletop exercise, a meeting at the EROS Data Center and a Rural Fire Protection Association meeting. He also updated the board on the State Emergency Response Commission meeting and he noted that building permits are starting to pick up with the springtime temps.

4-H Youth Advisor Sonia Mack discussed the commission's appointments to the 4-H Promotion and Expansion Committee. She said the commission appoints two individuals that are involved in an ag-related field. Mack said typically the commission asks for applicants. Jensen said if they advertise they

may get a handful of people to choose from. Pierce said she thinks they should advertise. Krogman said since the commission is responsible for these appointments, then they should go through the application process. Miller asked about the length of the appointments. Mack said it can be whatever the commission wants it to be. She said the board is directed to meet a minimum of twice a year, so she said it isn't a huge commitment.

Deputy State's Attorney Abigail Howard questioned if this is a county board. Yseth said with the current 4-H design, the county should be working directly with the Promotion & Expansion Committee. However, he noted that state statute requires an Extension Board. Mack said the P&E Committee is mandated by the USDA. Yseth said there are counties that have blended the P&E Committee and Extension Board to get around the Extension Board requirement. Mack said there aren't many and given that Brookings County is looking at a new location for 4-H, she wouldn't suggest blending the two. She said the P&E Committee helps identify target audiences and applicable programming; the Extension Board discusses finances. Yseth said there are no state statutes that require the county to be involved with the P&E Committee, but if the county wants to continue to participate with the 4-H program they need to follow their rules. Miller said she doesn't recommend blending the boards. She said there are youth members on the P&E Committee that shouldn't be asked to make financial decisions. Miller said the Extension Board's two main focuses are the finances and relocation. She said joint meetings may be possible; but the two groups should not be combined.

Motion by Jensen, seconded by Krogman to advertise for the two county-appointed positions on the Promotion & Expansion Committee. Motion to amend the main motion by Pierce, seconded by Krogman to have the terms end on December 31, 2016 and be two year terms after that. Amendment carried. Main motion as amended carried.

Mack updated the board on projects as they move into the summer months. She discussed the robotics club and the MOU with SDSU Extension. Mack said the addition of Kim Ellingson as another part-time 4-H Program Assistant has been nice and she brings a different perspective to the office.

Veteran's & Human Services Director Michael Holzhauser updated the board on calls, walk-ins and appointments. He said he recently attended the Welfare Officials Spring Workshop in Pierre. Holzhauser said he's also been attending monthly meetings on the SDSU campus looking at how to make things better for veterans that are also part of SDSU.

Director of Equalization Joyce Dragseth said 32 entities held local Equalization Boards and there were only four appeals countywide. She said Medary Township had two, and the city of Elkton and the city of Aurora each had one. Dragseth said the commission will meet as the County Board of Equalization on April 14th. She also noted that Deputy Director of Equalization Chris Lilla attended the FEMA tabletop exercise and he said it was very educational.

Sheriff Martin Stanwick thanked Sweebe for his report. He said Sweebe and his staff do a good job with the jail. Stanwick said there are currently 30 inmates in jail and 52 participants on the 24/7 Program. He said Pub Crawl stats from Saturday morning through Sunday morning had 15 arrests and 13 of those stayed in jail. Stanwick said it was a busy weekend dealing with that and still administering the 24/7 program. He noted that the Swiftel Center has asked for additional assistance with upcoming events and he has agreed to help them in March and April. Stanwick said Swiftel will reimburse the county for deputies' wages when they are working there. He said the 80 mph change in SB1 snuck past him and the Highway Patrol. Stanwick said he worries about winter and people over-driving the conditions. He said many people already drive that speed and may now drive even faster.

Stanwick discussed an opportunity he has to purchase a pickup for his department. He said the Brookings Police Department ordered the vehicle but it came in the wrong color. Stanwick said he would like permission to purchase this vehicle this year, rather than purchasing two new vehicles next year. He

said there are extra funds available in his budget this year to cover the costs and going off the police department's bid, the cost of the pickup is \$29,100. Stanwick said he may be able to get it even cheaper than that. Pierce said she thinks he should take advantage of this opportunity. Miller agreed and said it would be hard to get a vehicle for less than this. Jensen asked if it is set up with what Stanwick needs. Stanwick said it is. By consensus, the board authorized Stanwick to purchase the pick-up out of the 2015 budget.

Yseth commended Stanwick, Sweebe and their staff. He said the culture of the jail is very good and the staff is a pleasure to work with. Stanwick said they have over 1,400 visitors that come to the jail each year too, and that they have a good working relationship with the judges and the State's Attorney's office as well.

Highway Superintendent Richard Birk said the county received a letter from Governor Dennis Daugaard that said the county was awarded a \$200,000 Agri-Business grant for road improvements by Northern Sky Dairy. He said there will be similar rules and regulations as the grant the county received for the 213th Street project. Birk said he will discuss the ramifications of SB1 after Doug Kinniburgh and Noel Clocksin with the SDDOT have spoken to the board.

Birk said he is planning on having his crews go back to 4-10 hour days starting April 6th. Yseth asked where phone calls will be transferred to on Fridays when the office is closed. Birk said if there are emergencies they will go to dispatch or there will be a roster of personnel that they can also call. Yseth asked if there was a way that people who called could talk to a person rather than get an answering machine. Birk said he could keep the Office Manager on 5-8 hour days, but he's not sure having her at the office alone on Fridays would be the best situation. Pierce asked how much walk-in traffic they have. Birk said it varies, but often it is a township who wants to pick up material or salesmen. He said it isn't a steady stream, nor are the phone calls in abundance. Pierce said one of the county's goals in the strategic plan is good customer service and having a department shut down for 20% of the work week is not good customer service. Birk said if the Office Manager is the only one there and someone needs help loading supplies, she won't be able to help them. Jensen said the only solution is to rotate staff so someone is there every week day that could help with everything. Krogman asked what the hours are. Birk said it is 7:00 a.m. to 3:30 p.m. now and it would change to 7:00 a.m. to 5:30 p.m. Miller said this isn't something new. She said as long as they can roll the phone calls to a live person, then that person can get help for what is needed. Miller said the crews can accomplish a lot more working 10-hour days. Krogman said having the calls transferred so someone answers the phone and can get messages where they need to go is a start. Yseth said the calls could roll to someone who is on call that day too. He told Birk to continue to look into different options.

Finance Officer Vicki Buseth said with the passage of SB1, the office has seen an increase of people renewing their license plates prior to the law taking effect on April 1st. She also noted that it is just the license plate fee that is going up 20%. Buseth said there are other fees associated with the renewals, like the wheel tax, that aren't affected.

Finance Office Report

Buseth presented the Finance Office report for February 2015.

Be it noted the Auditor's Account with Treasurer was presented to the board.

February 2015

Total amount of deposits in banks.....	\$17,552,973.55
Total amount of actual cash: Currency.....	\$6,341.00
Coins.....	\$2.31

Total amount of checks/drafts in Treasurer's possession not exceeding 3 days... \$74,414.79
Itemized list of all other items..... \$4,941.55
TOTAL.....\$17,638,673.20

Be it noted the Payroll & Additive Totals for February 2015 were presented to the board.
Commission/HR: \$17,158.65; Technology: \$5,517.18; Finance Office: \$17,285.89; States Attorney: \$20,926.87; Equalization: \$17,021.04; Register of Deeds: \$7,653.30; Veterans/Welfare: \$5,989.00; Sheriff's Office: \$75,624.86; Coroner: \$243.14; Community Health: \$2,380.93; Extension: \$1,963.73; Weed: \$2,604.25; Planning/Zoning: \$5,953.05; Highway: \$46,671.78; Emergency Management: \$3,499.33; WIC: \$1,140.80.

AFLAC: \$2,982.28; Avesis: \$1,206.60; Office of Child Support: \$400.00; Delta Dental: \$4,149.86; Flex One: \$1,982.98; Fort Dearborn Life Insurance: \$1,295.15; Garnishments: \$504.22; Local Teamsters: \$1,210.00; SDRS: \$38,772.29; SDRS Supplemental: \$1,647.50; EFTPS: \$79,744.82; Wellmark: \$81,141.06; AFLAC Group/CAIC Primary: \$603.10.

Be it noted, the expenditure adjustments for the month of February 2015 were presented to the board. \$4,365.12 was transferred to allocate highway department expenditures to other county departments for work performed and supplies furnished by the highway department.

Be it noted the Register of Deeds Statement of Fees Collected for the month of February 2015 in the amount of \$22,030.50 was presented to the board.

REGULAR BUSINESS

Motion by Miller, seconded by Krogman to approve and authorize Chairperson Yseth to sign Abatement #2015-002: an abatement request made by Thomas and Lynn Carlson, parcel #40057-00000-001-00, in the amount of \$809.42. Roll call vote: Krogman "aye," Miller "aye," Jensen "aye," Pierce "aye," Yseth "aye." Motion carried.

Motion by Jensen, seconded by Miller to approve and authorize Chairperson Yseth to sign Agreement #15-43: a Memorandum of Understanding between Brookings County and SDSU Extension. Background information was provided by Commission Department Director Stacy Steffensen. Pierce asked if this MOU is negotiated every year. Yseth said it has been discussed and changes have been made in the past. Pierce asked if they are getting everything they need from the program regarding budgetary needs. Miller said 4-H Youth Advisor Sonia Mack is treated like a department head and presents the budget to the board each year. Krogman said this is always a work in progress. He said it is an interesting dynamic set-up and there really isn't a clear-cut picture. Mack said she doesn't see anything that causes a red flag. She said they paid special attention so that it replicated what the board made for changes in 2014. Roll call vote: Miller "aye," Jensen "aye," Pierce "aye," Krogman "aye," Yseth "aye." Motion carried.

Motion by Krogman, seconded by Pierce to approve and authorize Chairperson Yseth to sign Agreement #15-44: a utility relocation agreement between Sioux Valley Southwestern Electric Cooperative, Inc. and Brookings County for 34th Avenue reconstruction. Yseth thanked Deputy State's Attorney Howard and he thanked Sioux Valley for this. Miller thanked Commissioners Yseth and Krogman for their efforts in moving this project forward as well. Howard said the funds referenced in the agreement have been reviewed and Sioux Valley is requesting the initial cost of \$5,000 be paid and remitted with the agreement. She also noted that easements have been retained for Sioux Valley from all

of the landowners. Roll call vote: Jensen “aye,” Pierce “aye,” Krogman “aye,” Miller “aye,” Yseth “aye.” Motion carried.

Motion by Pierce, seconded by Krogman to approve and authorize Chairperson Yseth to sign Resolution #15-12: a resolution authorizing the purchase of real estate for the 34th Avenue reconstruction. Miller thanked Howard and Commissioners Pierce, Krogman and Yseth for their efforts. She said this hasn’t been an easy process. Roll call vote: Pierce “aye,” Krogman “aye,” Miller “aye,” Jensen “aye,” Yseth “aye.” Motion carried.

BROOKINGS COUNTY RESOLUTION NO. 15-12

RESOLUTION AUTHORIZING THE PURCHASE OF REAL ESTATE FOR 34TH AVENUE RECONSTRUCTION

BE IT RESOLVED by the Board of County Commissioners of Brookings County, South Dakota, as follows:

WHEREAS, Brookings County will be re-building a portion of 34th Avenue which construction requires the purchase of certain real estate to be included in the right-of-way for the reconstructed 34th Avenue; and

WHEREAS, Brookings County desires to purchase the following described real property from the Sellers at the purchase prices as listed below:

Lot H1 in the Southeast Quarter (SE1/4) in Section Six (6), Township One Hundred Nine (109) North, Range Forty-nine (49) West of the 5th P.M., Brookings County, South Dakota, from the Dorothy D. Golden Trust and the Howard D. Golden Trust, in the amount of \$4,200.00;

Lot H2 in the Northeast Quarter (NE1/4) of Section Thirty-one (31), Township One Hundred Ten (110) North, Range Forty-nine (49) West of the 5th P.M., Brookings County, South Dakota, from L. G. Everist, Inc., in the amount of \$1,800.00;

Lot H1 in the Southeast Quarter (SE1/4) in Section Thirty-one (31), Township One Hundred Ten (110) North, Range Forty-nine (49) West of the 5th P.M., Brookings County, South Dakota, from L. G. Everist, Inc., in the amount of \$2,100.00;

Lot H1 in Lots Three (3) and Four (4) and the South Half of the Northwest Quarter (S1/2NW1/4) of Section Five (5), Township One Hundred Nine (109) North, Range Forty-nine (49) West of the 5th P.M., Brookings County, South Dakota, from L. G. Everist, Incorporated, an Iowa corporation, in the amount of \$2,000.00;

Lot H1 in the South Half of the Southwest Quarter (S1/2SW1/4) in Section Thirty-two (32), Township One Hundred Ten (110) North, Range Forty-nine (49) West of the 5th P.M., Brookings County, South Dakota, from L. G. Everist, Incorporated, an Iowa corporation, in the amount of \$1,050.00;

Lot H2 in the Northeast Quarter (NE1/4) in Section Six (6), Township One Hundred Nine (109) North, Range Forty-nine (49) West of the 5th P.M., Brookings County, South Dakota, from Miranda Bowes Peterson and Jason P. Bowes, in the amount of \$2,000.00;

Lot H1 in the Southwest Quarter (SW1/4) of Section Five (5), Township One Hundred Nine (109) North, Range Forty-nine (49) West of the 5th P.M., Brookings County, South Dakota, from Perelandra, LLC, in the amount of \$2,100.00;

Lot H2 in the North Half of the Southwest Quarter (N1/2SW1/4) of Section Thirty-two (32), Township One Hundred Ten (110) North, Range Forty-nine (49) West of the 5th P.M., Brookings County, South Dakota, from Wayne C. Freyberg, Kathleen J. Medrano, and Carolyn M. Wakeman, in the amount of \$1,050.00;

Lots H1 and H2 in the North Half of the Northwest Quarter (N1/2NW1/4) in Section Thirty-two (32), Township One Hundred Ten (110) North, Range Forty-nine (49) West of the 5th P.M., Brookings County, South Dakota, from Wayne C. Freyberg, Kathleen J. Medrano, and Carolyn M. Wakeman, in the amount of \$700.00;

Lot H1 in the South Half of the Northwest Quarter (S1/2NW1/4) of Section Thirty-two (32), Township One Hundred Ten (110) North, Range Forty-nine (49) West of the 5th P.M., Brookings County, South Dakota, from Wayne C. Freyberg, Kathleen J. Medrano, and Carolyn M. Wakeman, in the amount of \$1,050.00; and

WHEREAS, the above-described real property has been offered for sale to Brookings County by the above-described Sellers for the total purchase price of \$18,050.00 Dollars.

NOW THEREFORE, IT IS HEREBY RESOLVED by the Board of County Commissioners of Brookings County, South Dakota, as follows:

- A. That Brookings County acquire title to the above-described real property from the above-listed property owners for the purposes of reconstruction of 34th Avenue in Brookings County, South Dakota; and
- B. That the Chairperson of the Board of County Commissioners, the County Finance Officer, and the Deputy States Attorney are authorized to execute Real Estate Purchase Agreements and other required documents in accordance with this Resolution.

Passed and approved on the 24th day of March, 2015.

ATTEST:

BROOKINGS COUNTY

Vicki Buseth
Brookings County Finance Officer

Tom Yseth
Chairperson, Board of County Commissioners

Scott Mohror with Banner Associates, Inc. updated the board on the railroad crossing that is part of the 34th Avenue project. He said the railroad would upgrade the crossing from timber to precast concrete. Mohror explained the fees involved with this upgrade; \$15,000 for engineering and a \$1,000 application fee. Krogman asked when this would be done. Mohror said it will be done at the same time as construction and coordinated with their design plans. Yseth said the railroad wants to control the work done around their tracks. Krogman said this is required because they are putting in a new road and updating from gravel to asphalt. Jensen asked if these costs include control arms. Mohror said the signal

arms and control structure is part of the railroad improvement crossing grant. Miller asked if this is mandatory. Mohror said it can be done now along with the construction that will be taking place or the railroad will do it after the new road is installed. Highway Superintendent Birk said the railroad holds the cards, but they will be establishing something that will be there for many years. Howard said normally Birk would sign these types of applications, but she asked if the Chair should since the board is so involved with this project. Krogman said he doesn't want to change how they've done things in the past. Pierce agreed and asked if there was an agreement already in place. Mohror said there is an agreement for working within the railroad's right-of-way and this application is just for the crossing. By consensus, the board agreed to have Birk sign the forms.

Motion by Jensen, seconded by Krogman to authorize paying a \$15,000 fee to Rapid City, Pierre & Eastern Railroad for engineering services for a pre-cast concrete crossing at 34th Avenue. Miller noted that this is an amount above and beyond the grant funds. Roll call vote: Krogman "aye," Miller "aye," Jensen "aye," Pierce "aye," Yseth "aye." Motion carried.

Motion by Krogman, seconded by Jensen to authorize paying a \$1,000 application fee to Rapid City, Pierre & Eastern Railroad for highway crossing or construction projects over, under or adjacent to properties and tracks for the 34th Avenue project. Krogman asked if there will be any more fees. Mohror said the county already paid \$3,000 for a right-of-way occupancy agreement. He said the railroad is also asking for \$248.40 per year to continue to occupy their right-of-way. Howard said the Department of Transportation strongly feels that these types of fees should not be remitted and she is working with the DOT on this. Roll call vote: Miller "aye," Jensen "aye," Pierce "aye," Krogman "aye," Yseth "aye." Motion carried.

Motion by Miller, seconded by Pierce to approve and authorize Chairperson Yseth to sign Resolution #15-13: a resolution approving the final plat of Prunty First Addition in the NE ¼ of the SE ¼ of Section 36, T109N, R51W of the 5th P.M., Brookings County, South Dakota. Background information was provided by County Development Director Robert Hill. Roll call vote: Jensen "aye," Pierce "aye," Krogman "aye," Miller "aye," Yseth "aye." Motion carried.

The board discussed the request to fill vacancy for the Deputy County Development Director position. Miller said she thinks it is premature to be making a decision. She said they need to discuss whether or not they are going to restructure the office first. Krogman said they combined the Emergency Management and Planning & Zoning departments about two years ago in an attempt to have a backup for emergency management. He said he still thinks this structure can work. Hill said he had no problem with the way it is. He said he would consider combining the drainage and zoning budgets though. Motion by Krogman, seconded by Pierce to approve the request to fill vacancy for the Deputy County Development Director position. Roll call vote: Pierce "aye," Krogman "aye," Miller "aye," Jensen "aye," Yseth "aye." Motion carried.

The board discussed a request for a job description change in the Equalization Office. Background information was provided by Director of Equalization Joyce Dragseth. Miller said for the past four years the commission had been adamant that they didn't like grade changes. However, she said Dragseth has done what the board has asked of her by looking at the positions and structure of her office. Miller said she has no problem changing Jacob Brehmer's position to a grade 7, step 5. Motion by Miller, seconded by Krogman to move Jacob Brehmer to Senior Appraiser, grade 7, step 5, effective April 1st, 2015. Krogman said the county needs to keep their good employees and this shows a willingness to work with people who have done a good job. Dragseth said recognition is the most important part of this. Miller said this

decision was also made easier by the information that was provided. Roll call vote: Krogman “aye,” Miller “aye,” Jensen “aye,” Pierce “aye,” Yseth “aye.” Motion carried.

Pierce called for a Question of Privilege. She asked for a recess. Chairperson Yseth called for a 5 minute recess.

SCHEDULED AGENDA ITEM

SDDOT Local Government Engineer, Doug Kinniburgh, and Programming & Funding Engineer with the SDDOT, Noel Clocksin discussed SB1. Kinniburgh said Brookings County has three bridges in the STIP program currently and 14 that have resolutions submitted but fall outside that program. He said those 14 bridges will now be in competition with 1,200 bridges across the state for grant funding. Jensen asked when bridges will start being approved through the new grant process. Kinniburgh said they hope to have the first grant announcements this winter or next spring with the work being done in 2016.

Krogman said his understanding is that the DOT won't be providing engineering services under this new program. Kinniburgh said that is still in discussions. He said bridges are still in their inspection program, so they will still have limited control. Kinniburgh said the proposal right now would have the bridge projects still be designed, let and administered by the DOT. He said safety projects and signing projects will still be done as they have in the past. Kinniburgh said the Transportation Secretary has also talked about doubling the state's allocation to the striping program.

Birk said Brookings County has a positive balance in the STIP. He asked when the county may see that payment. Kinniburgh said checks will be drafted on July 1st and depending on the balance in the account, counties may get one check or multiple checks over several years. Birk said with the north Highway 77 project, the county really has four items scheduled before the STIP goes away.

Kinniburgh said there has also been discussions on spending some of the revenue on preservation of bridges. He also noted that the DOT will do the initial hydraulic survey for any bridge that is currently eligible for rehabilitation or replacement. Kinniburgh said that will give counties a better idea if they can do the project on their own or if they should apply for grant dollars.

Jensen asked if counties will need to hire an engineer to assist with the grant applications or if they will be able to use the information from the bridge inspections. Kinniburgh said the applications should be simple enough for counties to do on their own. He said they've also been working with the Planning Districts for counties that will need their assistance.

Pierce asked about the 5-year plan and if anything different is needed than what the county has in the Master Transportation Plan. Kinniburgh said not yet, but the intent is to make sure there is an open public process when determining which projects will be constructed. He said guidelines will be provided; but in most cases highway superintendents have this all laid out already.

Birk said the federal government is leaving them in limbo as well. Kinniburgh said the Federal Highway Bill expired last October but it has been continued through May of this year. He said a new highway bill could require additional measurements. Kinniburgh said they are trying to remove the federal program from local entities and use all state revenue which hopefully stabilizes the budgeting process.

Krogman said right now the county uses wheel tax and license plate fees to fund the road and bridge fund. He said this legislation adds revenue above and beyond that. Kinniburgh said there will be additional funds and the opportunity to add even more. Of the new revenues, he said \$7 million will go into the Bridge Grant Fund, and \$3 million will be distributed to counties based on a formula written into codified law. Kinniburgh said \$7.5 million will go directly into county accounts based off of license plate fees. Krogman asked if the county should plan a 20% increase when budgeting revenue for 2016. Kinniburgh said the 20% was just an estimate and that there will be a bigger impact to the budgets where there are higher populations.

Jensen thanked Kinniburgh and Clocksin for coming and for all of the help they have given over the years.

The board discussed the county's appointment to the Housing & Redevelopment Commission. Motion by Miller, seconded by Krogman to appoint Cyndy Boesch to a 5-year term, ending April 30, 2020, to the Housing & Redevelopment Commission. Roll call vote: Miller "aye," Jensen "aye," Pierce "aye," Krogman "aye," Yseth "aye." Motion carried.

Motion by Krogman, seconded by Pierce to approve the Brookings County Strategic Plan. The board reviewed changes submitted by Deputy State's Attorney Abigail Howard. Motion to amend by Krogman, seconded by Pierce to correct punctuation, change the wording under Goal 4, Objective 1, reword Goal 4, Objective 4, reword Goal 5, Objective 1 and reword Goal 5, Objective 2. Roll call on the amendment: Jensen "aye," Pierce "aye," Krogman "aye," Miller "aye," Yseth "aye." Amendment carried. Roll call on the main motion as amended: Pierce "aye," Krogman "aye," Miller "aye," Jensen "aye," Yseth "aye." Motion as amended carried.

The board discussed SB1. Highway Superintendent Birk said this creates more local control for road and bridge projects. He said the counties plans, priorities, roads versus bridges, what the county develops will now all involve more local input. Birk said they will have to create capital project accumulation line. He said there could get to be quite an accumulation, especially if multiple projects are done in the same year.

Birk said if the STIP had stayed in place, the county's projects would have gotten some attention eventually. However, he said after the Highway 77 north project, the gun range bridge and the two bridges north of Bruce, the county will be on its own for scheduling the rehabilitation or replacement of bridges. Birk said they need to start putting together a plan on how the county can address these projects and if the funds are available to do so. He said public input will be very vocal and unplanned work will come up.

Birk said the county needs to have their plan ready so they can submit grant applications right away. He suggested scheduling a work session to start determining their priorities. Krogman agreed that a work session is needed to start working on a budget and putting a plan together. Pierce asked if there is a priority list on what is needed for preservation. Birk said there is, but it is not an easy process. Pierce said they really need two lists, one for preservation and one for replacement.

Yseth said the new law also allows for three forms of funding the county can approve. He said the wheel tax can go up from \$4 to \$5 per wheel; a county can increase the number of wheels from 4 to 12 and the county could assess .60 cents/\$1000 of taxable valuation on properties for the road and bridge fund. Yseth said at this point, they don't plan to enact any of those until a need has been demonstrated. Miller said the DOT doesn't have their rules established yet and until they see those, she doesn't think they can act on any of this.

The board discussed HB1201. Pierce said that as the Planning & Zoning Commission works on the Comprehensive Land Use Plan, they will discuss the changes that HB1201 allows. She said she's not sure that there is interest in changing anything. Hill said they will continue discussions with the Deputy State's Attorney and keep the board informed.

Commission Department Director Stacy Steffensen presented the Commission Department Director's Report.

Steffensen updated the board on the two grants the county received for the 213th Street project. She provided correspondence from the SDACC and she discussed the FEMA tabletop exercise. Steffensen discussed the 8-County meeting, carpet cleaning quotes for the first floor of the courthouse, and

upcoming Chamber events. She also discussed information she provided the board from the recent SDACC Spring Workshop.

Deputy State's Attorney Abigail Howard presented the Deputy State's Attorney's Report. Howard said she continues to work on the 34th Avenue and 213th Street road projects.

COMMISSIONERS' REPORTS & DISCUSSION

Commissioner Pierce reported on the FEMA tabletop exercise, the SDACC Spring Workshop, the Planning & Zoning comp plan meeting and the fundraiser for the veteran's memorial. She also reported on the liquor license subcommittee meeting and said a proposed ordinance will be before the board at the next meeting.

Commissioner Jensen reported on the FEMA tabletop exercise, the 8-County meeting and the 4-H Promotion & Expansion Committee meeting. He also reported on BATA's Pot of Gold event.

Commissioner Miller reported on the Extension Board meeting, the FEMA tabletop exercise, the 8-County meeting and the SDACC Spring Workshop. She said the board needs to decide what will be discussed at the Intergovernmental Conference and she discussed the use of surplus computers by the 4-H Program.

Commissioner Krogman reported on the FEMA tabletop exercise, a 34th Avenue meeting with Banner Associates, and the 8-County meeting. He also reported on a BEDC meeting and the SDACC Spring Workshop.

Commissioner Yseth reported on the FEMA tabletop exercise, the 34th Avenue meeting with Banner Associates and the 8-County meeting. He also reported on the SDACC Spring Workshop, and the liquor license subcommittee meeting. Yseth also said that dirt has started to be moved near Aurora on the Novita project.

Yseth said he will discuss the county's road projects and the comprehensive plan at the Intergovernmental Conference.

EXECUTIVE SESSION

Motion by Krogman, seconded by Jensen to enter into Executive Session at 12:20 p.m. in accordance with SDCL 1-25-3 (1), discussing employee performance. Motion carried. The board came out of Executive Session at 1:03 p.m. No action was taken.

WORK SESSION

The board held a work session on drainage. The discussion was led by County Development Director Robert Hill and East Dakota Water Development District Manager Jay Gilbertson.

ADJOURNMENT

Motion by Krogman, seconded by Pierce to adjourn. Motion carried. The next regularly scheduled meeting is Tuesday, April 7, 2015 at 8:30 a.m.

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Stacy Steffensen
Commission Department Director
Brookings County

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